

**Commissioners of St. Mary's County Meeting Minutes (Tuesday, December 3, 2019)**  
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**1. COMMISSIONERS OF ST. MARY'S COUNTY AND ST. MARY'S COUNTY BOARD OF EDUCATION JOINT MEETING**

**Members present**

Commissioner President James R. Guy  
Commissioner Eric Colvin  
Commissioner Michael L. Hewitt  
Commissioner John E. O'Connor  
Commissioner Todd B. Morgan  
Dr. Rebecca Bridgett, County Administrator

**Board of Education**

Mrs. Karin Bailey, Chairwoman  
Mrs. Cathy Allen  
Mr. Jim Davis  
Mrs. Mary Washington  
Mrs. Rita Weaver  
Dr. J. Scott Smith, Superintendent, St. Mary's County Public Schools  
Mrs. Kimberly Howe, CIP Manager, St. Mary's County Public Schools

Commissioner President Guy opened the joint meeting of the St. Mary's County Commissioners and the St. Mary's County Board of Education at 9:03 a.m. in the Chesapeake Building Meeting Room, Governmental Center

Following the opening remarks and introductions, the following presentations were provided: CIP State Funding (Kimberly Howe); Kirwan Commission/FY2021 Budget (Dr. J. Scott Smith)

**2. ADJOURN**

The meeting adjourned at 10:15 a.m.

**3. WELCOME**

**Members present**

Commissioner President James R. Guy  
Commissioner Eric Colvin  
Commissioner Michael L. Hewitt  
Commissioner Todd B. Morgan  
Dr. Rebecca Bridgett, County Administrator  
Julie Burch, Recorder

Absent: Commissioner John E. O'Connor

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 10:48 a.m. in the Chesapeake Building Meeting Room, Governmental Center.

### **Approval of Consent Agenda**

I move to approve the Consent Agenda, which includes the Minutes of November 19, 2019, as presented.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

## **4. MAIN AGENDA ITEM**

**A. DEPARTMENT OF LAND USE AND GROWTH MANAGEMENT** - Comprehensive Water and Sewerage Plan (CWSP) for Hollywood Square Commercial Development Project Decision

I move that the amendment to the St. Mary's County Comprehensive Water and Sewerage Plan for the Hollywood Square Commercial Development Project Case # 19-200-002, 0.64 acres described as Tax Map 34, Grid 2, Parcel 317 also known as 23871 Mervell Dean Road, Hollywood, Maryland, in the 6th Election District in anticipation of providing community sewerage service to proposed commercial development be adopted as proposed and authorize the Commissioner President to sign the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioner Guy, Colvin, Hewitt

Nay: Commissioner Morgan

**B. DEPARTMENT OF FINANCE** - FY2019 Audit Report

I move to accept the report of the Independent Auditor of the Financial Statements of the Commissioners of St. Mary's County for fiscal year 2019, as presented.

Motion by Commissioner Todd B. Morgan, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

## **5. COUNTY ADMINISTRATOR**

**A. DRAFT AGENDAS FOR DECEMBER 10 AND 17, 2019.**

**B. CIRCUIT COURT - Acceptance of Family Services Coordinator Supplemental Grant Award**

I move to approve and accept the Family Services Grant Award, Project MD2020 from the Administrative Office of the Courts, in the amount of \$165,727, and approve the related budget amendment decreasing the overall budget by \$5,130 to realign the budget to the award, and authorize the Commissioner President to execute all related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioner President James R. Guy, Commissioner Eric Colvin, Commissioner Michael L. Hewitt

Not Present at Vote: Commissioner Todd B. Morgan

**C. ST. MARY'S COUNTY HEALTH DEPARTMENT - MOSQUITO CONTROL - Increase to FY2020 Allocation for Mosquito Control**

I move to approve the budget amendment using \$1,494 of the Commissioners' Emergency Reserve to increase the Mosquito Control budget under the Health Department from \$77,000 to \$78,494 due to actual 2019 seasonal expenses, and authorize the Commissioner President to execute the budget amendment.

Motion by Commissioner Todd B. Morgan, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**D. COUNTY ADMINISTRATOR - Memorandum of Cooperation with Association of Local Authority of Parnu County**

I move to approve the Memorandum of Cooperation between St. Mary's County, Maryland-Estonia Exchange Council, Inc, and the Association of Local Authority Parnu County and authorize the Commissioner President to sign the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**E. DEPARTMENT OF ECONOMIC DEVELOPMENT - Southern Maryland National Heritage Area Designation**

I move to support the pursuit of a Southern Maryland National Heritage Area designation and authorize the Commissioner President to sign the related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**F. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - Final Draft STS Transportation Development Plan 2019**

I move to approve the final draft of the 2019 St. Mary's County Transit System Transportation Development Plan.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**G. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - Budget Amendments Airport Improvements Project**

**Motion #1:** I move to approve and authorize the Commissioner President to sign the budget amendment reducing the State share of the Phase 2 Site Preparation grant to match the grant offer received by the Maryland Aviation Administration, returning \$32,292 to the FIN 20.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**Motion #2:** I move to approve and authorize the Commissioner President to sign the budget amendment increasing the County share of the grant by \$32,292 to compensate for the State reduction.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**Motion #3:** I move to approve and authorize the Commissioner President to sign the four copies of the agreement for return to the MAA Office of the Aviation Assistance.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**H. DEPARTMENT OF RECREATION AND PARKS - Amendment to Multi-Year Encroachment Protection Agreement**

I move to authorize the Commissioner President to sign the Multi-Year Encroachment Protection Agreement Navy Contract Number N62470-09-RP-00018 which will extend the term of the Agreement by a period of five (5) years to 27 September 2024.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**I. DEPARTMENT OF AGING & HUMAN SERVICES** - Retired and Senior Volunteer Program (RSVP), US1910, additional \$7,500 Notification of Grant Award from the Corporation for National & Community Service (CNCS).

I move to approve the Retired and Senior Volunteer Program (RSVP), Project US1910, additional Notification of Grant Award, from the Corporation of National & Community Service (CNCS) on behalf of the St. Mary's County Department of Aging & Human Services, to increase the federal grant funding baseline \$7,500, the related budget amendment, and authorize the Commissioner President to execute all related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Eric Colvin.

Final Resolution: Motion Fails

Not Present at Vote: Commissioners Guy, Colvin, Hewitt, Morgan

**J. DEPARTMENT OF AGING & HUMAN SERVICES** - FY2020 Senior Care Grant Application

I move to approve the Senior Care grant application, Project #MD2003, from the Maryland Department of Aging on behalf of St. Mary's County Department of Aging & Human Services in the amount of \$124,981 for the purpose of implementing the Senior Care Program in St. Mary's County and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**K. DEPARTMENT OF HUMAN RESOURCES** - Volunteer Dependent Care Reimbursement Program

I move to approve increasing the dependent care benefit provided through the Dependent Care Reimbursement Program to \$10 per hour, per dependent. I move to approve offering the EAP benefit to Certified County Fire and EMS Volunteers utilizing the FY2020 Dependent Care Program budget for EAP program costs and granting the Commissioner President authority to execute the related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

**L. DEPARTMENT OF FINANCE** - Budget Amendments to Close-out and/or realign various CIP Projects

I move to approve and authorize the Commissioner President to execute the related Budget Amendments closing or realigning the various CIP Projects increasing the FIN20 Capital Reserve by \$1,350,518

Motion by Commissioner Michael L. Hewitt, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

## **6. COMMISSIONERS' TIME**

The Commissioners highlighted events over the past week and provided general comments.

## **MOTION TO ENTER INTO CLOSED SESSION**

I move to enter into Closed Session for the purpose of discussing Personnel - Boards and Commissions.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan

## **7. CLOSED SESSION**

### **A. PERSONNEL - Boards, Committees, and Commissions**

**Present:** James R. Guy, President  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Diane Gleissner, Coordinator  
Sharon Ferris, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 1:11 p.m. - 1:53 p.m.

Location: John Savich Meeting Room

Purpose: To consider or discuss the appointment of a member of a public agency or employee, unless the individual as a matter of public record makes a written request for an open session.

## **8. ADJOURN**

The meeting adjourned at 1:53 p.m.

Minutes approved by the Commissioners of St. Mary's County on December 10, 2019

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JB

Julie Burch, Senior Admin Coordinator